Procurement Conference Tuesday. August 10. 2004

8 AM to 5 PM Sponsored By:

Federal Executive Board Jan Stinson, Executive Director www.chicago.feb.gov

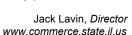


United States Small Business Administration www.sba.gov



Illinois Department of Commerce and Economic Opportunity

Rod R. Blagojevich, Governor



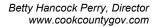


City of Chicago Department of Procurement Services Richard M. Daley, Mayor





Cook County Office of Contract Compliance John H. Stroger, Jr., President





Hispanic Chamber of Commerce Juan Ochoa, Chief Executive Office www.macbusiness.com



Chicago, IL 60604-1602 Chicago Federal Executive Board 230 South Dearborn, Suite 3816

Credit Card & Non-Credit Card Participants Registration Deadline: Tuesday, August 3, 2004

Payments by Credit Cards and by Money Order/ Cashiers

Check will be accepted.

No personal checks

click on "Procurement Conference"

www.chicago.feb.gov REGISTER NOW at

ALL PAYMENTS MUST BE RECEIVED BY

AUGUST

Conference















Tuesday, August 10, 2004 8 AM to 5 PM





How to Grow Your Business through Government

The University of Chicago Gleacher Center 450 North Cityfront Plaza Drive Chicago, IL Tuesday, August 10, 2004

8:00 AM - Registration 8:30 AM - Conference Begins 5:00 PM - Conference Ends

Every year, the federal government buys over \$200 billion in goods and services. Additionally, state and local governments are major purchasers.

Is your small business capitalizing on this opportunity? Both potential and current small businesses are encouraged to attend this conference to gain insight on how to successfully compete for city, state and federal contracts.

You can learn more about the vast government marketplace and how you can sell your products and services by attending the Federal Executive Board's Procurement, Business Matchmaking and Training Conference.

- Learn about eligibility requirements and contractual assistance available from federal, state and local agencies.
- Learn how to finance your marketing efforts and your contract activities.
- Meet representatives of government agencies to discuss upcoming contracting opportunities.
- Learn about Government Contracting Programs.

BREAKOUT SESSIONS

- Certification
- Locking in the GSA Schedule
- Financial Assistance
- Doing Business with Government
- Mentor Protégé and Joint Venture

GUEST SPEAKERS

U.S. Congressman Danny Davis,
 Member of Small Business Committee

PARTICIPATING AGENCIES AND EXHIBITORS

- Argonne National Laboratory
- City of Chicago Department of Procurement Services
- Cook County Office of Contract Compliance
- Federal Aviation Administration
- Federal Executive Board's Procurement Roundtable
- Illinois Dept. of Commerce and Economic Opportunity
- Illinois Hispanic Chamber of Commerce
- The University of Chicago
- U.S. Army Corps of Engineers
- U.S. Department of Energy
- U.S. Department of Housing and Urban Development
- U.S. Department of the Navy
- U.S. Department of Defense
- U.S. Environmental Protection Agency
- U.S. General Services Administration
- U.S. Small Business Administration
- U.S. Veterans Administration
- Women's Business Development Center

SBA's participation "How to Grow Your Business Through Government" is not an endorsement of the views, opinions, products, or services of any other person or entity. All SBA programs or cosponsored programs are extended to the public on a non-discriminatory basis.

Reasonable arrangements for persons with disabilities will be made, if requested at least two weeks in advance.

Please contact Elestine Harvey at elestine.harvey@sba.gov.

Questions: (312) 353-4599.

Conference Fee: \$55

Registration Deadline: Tuesday, August 3, 2004

Credit Card & Non-Credit Card Attendees REGISTER ON-LINE AT

www.chicago.feb.gov click on "Procurement Conference"

CREDIT CARD PAYMENTS:

Provide credit card information at above website. Your monthly credit card statement will indicate a charge named "Event Registration Services."

NON-CREDITCARD PAYMENTS:

Money Order or Cashiers Check Register on-line as above and mail payment to: Chicago Federal Executive Board 230 S. Dearborn, Suite 3816 Chicago, IL 60604

No Personal Checks

ALL PAYMENTS MUST BE RECEIVED BY TUESDAY - AUGUST 3, 2004

ON-SITE REGISTRATION:

You can pay \$35 on the day of the Conference by Cash, Money Order, or Cashiers Check ONLY!! You will not be able to attend the luncheon, due to the conference center requirement that we provide, prior to the conference date, a final count of all meals to be served.

CANCELLATIONS:

<u>Cancellations will not be accepted.</u> You may, however, substitute another individual in your place to attend the conference.

CREDIT CARD BILLING PROCESS:

For your monthly billing records please note: CICADA will process all credit card charges. Your monthly credit card statement will reflect "EVENT REGISTRATION SERVICES" on your credit card statement.